



Critical Elements Performance Standards

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Career Stages



- **Entry**
 - **All NAIP & 852 NAIP Interns**
 - **Element Level**
 - **Acceptable**
 - **Unacceptable**
- **Journey**
 - **All Associates & EHAs**
 - **Element Level**
 - **Acceptable**
 - **Unacceptable**



Entry Career Stage



- **Element Level: Acceptable**
- **Performance Standard: With guidance and assistance**
 - ***Accomplished the stated critical element, achieving desired results that were sound, accurate, thorough or documents; met applicable authorities, standards, policies, procedures and guidelines.***
 - ***Planned, organized, prioritized and scheduled own work activities to deliver the critical element in a timely and effective manner.***
 - ***Demonstrated ability to work well with others.***



Entry Career Stage



- **Element Level: Unacceptable**
- **Performance Standard: Through guidance was provided**
 - *Failed to achieve all or part of the stated critical element by failing to provide products or services that were sound, accurate, thorough, documented and/or failed to meet applicable authorities, standards, policies, procedures or guidelines; or*
 - *Failed to plan, organize, prioritize and schedule own work activities to deliver the critical element in a timely and effective manner; relied on others to redo or complete work assignments or*
 - *Demonstrated poor cooperation or inability to*



Journey Career Stage



- **Element Level: Acceptable**
- **Performance Standard:**
 - *Completed the stated critical element by achieving results that met applicable standards, policies, procedures, and guidelines.*
 - *In achieving critical elements and work assignments, adhered to work/project schedules; organized or prioritized own tasks to complete assignments; adjusted own work priorities to achieve desired results.*
 - *Demonstrated ability to work well with others.*



Journey Career Stage



- **Element Level: Unacceptable**
- **Performance Standard:**
 - ***Failed to achieve all or part of the stated critical element; or***
 - ***Failed to provide products that were sound, accurate, thorough and documented, and regularly failed to meet applicable authorities, standards, policies, procedures and guidelines; or***
 - ***Failed to plan, organized, prioritize, and schedule own work activities to deliver the critical element in a timely and effective manner; relied on others to frequently assist with or redo work assignments; or***
 - ***Demonstrated poor cooperation or inability to work with others.***